

Utah Department of Health, Bureau of Child Care Licensing
Child Care Center Announced Inspection Checklist E -- Required Classrooms Age 2 & Older

Center Name: 0	Center ID #: 0
Inspection Date: 0 / 0 /	

REQUIRED CLASSROOM INSPECTION ITEMS -- AGE 2 AND OLDER					X = Compliance O = Noncompliance																																																																																									
Ratios & Supervision (N/O if no children in the classroom.)					2's	Pre-K	SA	Rule #	Level																																																																																					
E 1. (Observe.) Are all children in the group/area being directly supervised by a caregiver?)								100-11(1):06 100-11(2):06	1, 2 1																																																																																					
E 2. ► (Observe, ask about mixed age groups.) Are there enough caregivers to meet required caregiver to child ratios? If it is a mixed age group, what age are the majority of the children?					single age mixed age			100-11(4):06 100-11(6):06	1, 2, 3 1, 2, 3																																																																																					
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E 3. (Observe.) For centers not built prior to 1/1/04 and licensed as a child care center continuously since then, are group size requirements met?				single age 100-11(4):06 mixed age 100-11(6):06	1, 2, 3 1, 2, 3
E 4. (Observe.) Are children under age 2 ever mixed with older children when there are more than 8 children present in the center?				100-24(1):06	1
Physical Environment	2's	Pre-K	SA	Rule #	Level
E 5. ► (Observe, ask if failing paint is observed.) Peeling, flaking, chalking, or failing paint? If yes, built before 1978? If yes, documentation of testing and correction?				100-4(1):06	1, 2
E 6. (Observe.) Working hand washing sink in the classroom? (For buildings built after 1 July 1997.)				100-4(4):06	2
E 7. (Observe.) Room ventilated by windows that open and have screens, or by mechanical ventilation?				100-4(7):06	2
E 8. (Observe.) Indoor temperature between 65 and 82 degrees Fahrenheit?				100-4(8):06	2,3
E 9. (Observe.) Adequate light intensity for the safety of children and the type of activity?				100-4(9):06	2, 3
E 10. (Observe.) Glass surfaces within 36" from the floor safety glass, or have a protective guard?				100-4(10):06	2
E 11. (Observe.) Room appears clean and sanitary, except for normal daily messes?				100-5(1):06	2, 3
E 12. (Observe.) Evidence of insects, rodents, or other vermin in the classroom?				100-5(3):06	1, 2, 3
E 13. (Observe.) Ceilings, walls, floor coverings, draperies, blinds, furniture, fixtures, and equipment in good repair, to prevent injury?				100-5(4):06	1, 2, 3
Notes:					
Indoor Gross Motor Play Equipment	2's	Pre-K	SA	Rule #	Level
E 14. (Observe.) Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 2 and younger 3' in height or less?				100-12(9):06	1, 2
E 15. (Observe.) Elevated designated play surface less than 18" not be placed on a hard surface, such as wood, tile, linoleum, or concrete, and has a 3' use zone?				100-12(9)(a):06	1
E 16. (Observe.) Elevated designated play surface that is 18" to 3' feet in height surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard F1292, in a 3' use zone?				100-12(9)(b):06	1
E 17. (Observe.) Designated play surfaces on any indoor climbers, slides, swings, teeter-totters, or merry-go-rounds accessible to children age 3 and older 5½' in height or less?				100-12(10):06	1, 2
E 18. (Observe.) Elevated designated play surface less than 3' in height surrounded by protective cushioning material, such as mats at least 1" thick, in a 6' use zone?				100-12(10)(a):06	1
E 19. (Observe.) Elevated designated play surface that is 3' to 5½' in height surrounded by cushioning that meets ASTM Standard F1292, in a 6' use zone?				100-12(10)(b):06	1
Safety Hazards	2's	Pre-K	SA	Rule #	Level
E 20. (Observe.) Is the room free of tripping hazards such as unsecured flooring or cords?				100-12(2):06	2, 3
E 21. (Observe.) Is the room free of unstable heavy equipment a child could pull down on himself or herself?				100-12(3):06	1
(Observe all.) Are the following items inaccessible to children?					
E 22. Firearms, ammunition, weapons?				100-12(4)(a):06	1
E 23. Tobacco, alcohol, illegal substances, and sexually explicit material?				100-12(4)(b):06	1, 2

E 24. When in use, portable space heaters, fireplaces, and wood burning stoves?				100-12(4)(c):06	1
E 25. Toxic or hazardous chemicals? (Cleaners, insecticides, lawn products, flammable substances)				100-12(4)(d):06	1, 2
E 26. Poisonous plants?				100-12(4)(e):06	2, 3
E 27. Matches or cigarette lighters?				100-12(4)(f):06	1
E 28. Open flames?				100-12(4)(g):06	1
E 29. Sharp objects, edges, corners, or points which could cut or puncture skin?				100-12(4)(h):06	1, 3
E 30. For age 4 and under, strings/cords long enough to encircle a child's neck?				100-12(4)(i):06	1, 3
E 31. For age 4 and under, plastic bags large enough to fit child's head inside, latex gloves, balloons?				100-12(4)(j):06	1, 3
E 32. For under age 3, choking hazards (objects less than 1-1/4" X 2-1/4")?				100-12(4)(k):06	1
E 33. ► (Observe and ask .) Are any toxic or hazardous chemicals stored in a container labeled with its contents?				100-12(5):06	1, 2
E 34. (Observe.) For age 4 and under, accessible outlets and surge protectors covered?				100-12(6):06	2
Notes:					
Feeding Children	2's	Pre-K	SA	Rule #	Level
E 35. (Observe.) Is children's food served on dishes, napkins, or sanitary high chair trays, except for individual serving size items, such as crackers, if they are placed directly in the children's hands? (N/O if meal or snack not served during observation.)				100-15(3):06	3
E 36. ► (Observe and ask .) Do you have any children in your group who have food allergies? (N/O if no caregiver/children in classroom.)				100-15(4):06	1, 2
Preventing the Spread of Disease	2's	Pre-K	SA	Rule #	Level
E 37. (Observe.) Children and caregivers wash hands thoroughly w/soap and warm running water at required times? (Before and after eating/feeding children, after toilet, after contact w/body fluids, after handling animals, when coming in from outdoors.) (N/O if no caregiver/children in classroom, or listed activities not				100-16(1)(a)-(i):06 100-16(2)(a)-(e):06	1, 2 1, 2
E 38. (Observe. N/O if no caregiver/children in classroom, or listed activities not observed.) Caregivers wash hands before food handling, medication, after cleaning/ taking out garbage.				100-16(1)(a)-(i):06	1, 2
(Observe all.) If the classroom has a handwashing sink:					
E 39. Is hot water accessible to children at or below 120 degrees?				100-12(7):06	1, 2
E 40. Is soap (cannot be bar soap) available for children to wash their hands?				100-16(2)(a)-(e):06	2
E 41. Are only single use towels from covered dispenser or electric hand-drying device used by children?				100-16(3):06	3
E 42. (Observe.) Are handwashing procedures posted at each sink, and followed?				100-16(5):06	3
E 43. (Observe.) Caregivers oversee hand washing whenever possible? (N/O if no caregiver/children in classroom.)				100-16(6):06	3
E 44. (Observe.) Personal hygiene items (toothbrushes, hair accessories) stored so they don't touch, or sanitized after each use? (N/A if there are no personal hygiene items.)				100-16(7):06	3
E 45. (Observe.) Are washable toys visibly dirty?				100-16(8):06	3

E 46. (Observe.) Are stuffed animals, cloth dolls, and dress-up clothes machine washable? Are pillows machine washable, or have removable machine washable covers?				100-16(9):06	3
Notes:					
Medications	2's	Pre-K	SA	Rule #	Level
► (Ask.) Are medications kept in this classroom? (If "No," N/A for items in this section. If "Yes," check for the following:)					
E 47. ► (Observe and ask.) Non-refrigerated medications inaccessible to children and stored in locked area or container?				100-17(3):06	1, 2
E 48. ► (Observe and ask.) Refrigerated medications stored in covered container with tight lid? (N/A if there are no refrigerated medications.)				100-17(3):06	1, 2
E 49. (Observe all.) Are all over-the-counter and prescription medications: Labeled with the child's name if brought in by a parent (not purchased by the center for all children)? Kept in the original or pharmacy container? Have the original label? Have child-safety caps?				100-17(2)(a)-(d):06 100-17(2)(a)-(d):06 100-17(2)(a)-(d):06 100-17(2)(a)-(d):06	2 1 1 2
Sleeping Equipment	2's	Pre-K	SA	Rule #	Level
E 50. (Observe.) Mats and mattresses at least 2 inches thick, and have a smooth, waterproof surface?				100-18(4):06	3
E 51. (Observe.) Sleeping equipment in good repair?				100-18(5):06	2, 3
E 52. ► (Observe and ask.) Sleeping equipment clearly assigned to one child, and cleaned and sanitized as needed, but at least weekly? If not clearly assigned to one child, is it cleaned and sanitized prior to each				100-18(6):06 100-18(7):06	2 2
E 53. (Observe.) Sleeping equipment stored so surfaces children sleep on do not touch, or cleaned/sanitized prior to each use?				100-18(8):06	2
E 54. (Observe.) Sheet and blanket or acceptable alternative provided for each child?				100-18(9):06	3
E 55. (Observe.) Sheets and blankets clearly assigned to one child? ► (Observe, ask if necessary.) Sheets and blankets stored separately from other children's when not in				100-18(9)(a)-(c):06 100-18(9)(a)-(c):06	3 3
E 56. ► (Observe and ask.) Sleeping equipment spaced a minimum of 2' apart when in use, or 1' apart if children sleep head-to-toe?				100-18(10):06	2, 3
Notes:					
Discipline (N/O if there are no children in the classroom.)	2's	Pre-K	SA	Rule #	Level
(Observe for all.) Do caregivers use any of the following discipline methods?					
E 57. Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort?				100-19(4)(a):06	1
E 58. Restraining a child's movement by binding, tying, or any other form of restraint?				100-19(4)(b):06	1
E 59. Shouting at children?				100-19(4)(c):06	1
E 60. Any form of emotional abuse?				100-19(4)(d):06	1

E 61. Forcing or withholding of food, rest, or toileting?				100-19(4)(e):06	1
E 62. Confining a child in a closet, locked room, or other enclosure?				100-19(4)(f):06	1
Daily Schedule & Activity Plan	2's	Pre-K	SA	Rule #	Level
E 63. (Observe.) Is a daily schedule posted for each group that includes meal, snack, nap/rest, and outdoor play times?				100-18(1):06 100-20(1):06	3 3
E 64. (Observe.) Do children have outdoor play every day, weather permitting?				100-20(2):06	3
E 65. (Observe.) Meals or snacks offered at least once every three hours?				100-15(2):06	2, 3
E 66. (Observe.) Do nap times exceed 2 hours daily?				100-18(2):06	3
E 67. (Observe.) Current activity plan posted for each group that shows activities to support children's healthy physical, social-emotional, and cognitive-language development?				100-20(3):06	2
E 68. (Observe.) Materials necessary to carry out the activity plan accessible to children?				100-20(4):06	2
Notes:					

CAREGIVER INTERVIEW QUESTIONS (To be asked of 1 caregiver in each of these 3 rooms. N/A if no caregiver/children in a classroom.)		X = Compliance O = Noncompliance				
	Room:	2's	Pre-K	SA		
Name(s) of caregiver(s) interviewed:					Rule #	Level
E 69. What do you do if you suspect a child has been abused or neglected? If you report it to the director, how do you follow-up to ensure it is reported to CPS, if after discussion with the director you still suspect abuse or					100-8(11)(b)(i)-(ii):06 100-14(2):06	1, 3 1
E 70. How do you discipline children who misbehave? (Cannot include any of the following.) Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort? Restraining a child's movement by binding, tying, or any other form of restraint? Shouting at children? Any form of emotional abuse? Forcing or withholding of food, rest, or toileting? Confining a child in a closet, locked room, or other enclosure?					100-8(11)(b)(i)-(ii):06 100-19(4)(a):06 100-19(4)(b):06 100-19(4)(c):06 100-19(4)(d):06 100-19(4)(e):06 100-19(4)(f):06	1 1 1 1 1 1 1
How long have you worked at the center?						
E 71. Did you receive orientation training prior to assuming your caregiving duties (for new caregivers this year)?					100-7(7)(a)-(k):06	2, 3
E 72. Have you completed 20 hours of training in the past year (for caregivers who are not new this year)?					100-7(8)(a)-(b):06	2, 3
E 73. ► (Ask and observe .) What are the ratios for your group during nap/rest time (how many caregivers and how many children)? Is there a way for each caregiver to communicate with another on-site caregiver without leaving children unattended?					100-11(10):06	1
E 74. Are infants or toddlers ever mixed with older children? (N/A if no infants or toddlers in care.)					100-24(1):06	1

E 75. ► (Ask only if not observed on # E35 above.) Do you serve children's food on dishes, napkins, or sanitary high chair trays, except for individual serving size items, such as crackers, if they are placed directly in the children's hands?				100-15(3):06	3
E 76. How do you teach children proper hand washing techniques?				100-16(6):06	3
E 77. How often do you clean and sanitize all washable toys and materials in your classroom, including stuffed animals and pillows or pillow cases? (Must be weekly, and more often if needed. N/A if someone other than caregivers does this cleaning.)				100-16(8):06	3
E 78. Are water play tables or tubs washed and sanitized daily, and do children wash hands prior to using them?				100-16(10):06	3
E 79. Are potty chairs ever used? If yes, are they cleaned and sanitized after each use?				100-16(17):06	2
E 80. Where is the center's body fluid clean-up kit? When and how would you use the body fluid clean-up kit if you had to clean up a body fluid spill?				100-16(19)(a)-(c):06	2, 3
E 81. Is a separate crib, cot, or mat used for each child during nap time?				100-18(3):06	2, 3
E 82. Are sheets and blankets laundered as needed, but at least once a week and prior to use by another child?				100-18(9)(a)-(c):06	3
E 83. ► (Observe and ask.) Is sleep equipment ever placed where it blocks an exit?				100-18(11):06	1
Notes:					